

PERSONNEL/ATHLETICS AND CO-CURRICULAR ACTIVITIES COMMITTEE

*MINUTES*

October 25, 2011

Following the Physical Plant & Facilities Committee Meeting

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Jack Werner  
Mary Anne Paris (for John Grant)

Thomas Knapp

COMMITTEE MEMBERS ABSENT:

John Grant

OTHERS PRESENT:

Brandon Hufnagel  
Amanda Hetrick  
Jeff Lockett  
Melissa McLean  
Matt Jones  
Jim Grosch  
Mike Kiehl  
Brian Collopy  
Philip Heubach  
Brian Ferry WTO

Paul Yourchisin  
John Wortman  
Norbert Kennerknecht  
Amy Stewart  
Diane Martin  
Darlene Albaugh  
Sue Turner  
Jim Miller  
John Cotton (WTO)

**1. Opening Activities**

- 1.1 Call to Order  
Mr. Werner called the meeting to order at 7:12 p.m.
- 1.2 Public Comment
- 1.3 Other

**2. Old Business**

- 2.1 Other

**3. New Business**

- 3.1 Certificated Personnel Report

**Discussion:** None.

**Action:** The Committee agreed to forward the Certificated Personnel Report on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves the Certificated Personnel Report.

**Attachments:**

3.1a – Certificated Personnel Report (Public and Board)

3.2 Support Personnel Report

**Discussion:** None.

**Action:** The Committee agreed to forward the Support Personnel Report on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves the Support Personnel Report.

**Attachments:**

3.2a – Support Personnel Report (Public and Board)

3.3 Volunteer Report

**Discussion:** None.

**Action:** The Committee agreed to forward the Volunteer Report on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves the Volunteer Report.

**Attachments:**

3.3a – Volunteer Report (Public and Board)

3.4 Secretarial Position

**Discussion:** The secretarial position assigned to the Transportation Office and SSELC that was eliminated following a resignation was a Class B position. The proposed new position is a Class A position allowing for the fact that much of the transportation work must be done during the summer months. The additional cost to the district for the new position being a Class A position is approximately \$5,000 to \$8,000 depending on whoever bids or is hired for the position. Mike Kiehl requested that this item be added to the agenda for the November 1, 2011, board meeting because the Transportation Department is suffering due to the position being vacant and it needs to be filled as soon as possible. Matt Jones stated that the District has not used all of the \$730,000 that has been received from the state. Brandon Hufnagel said that Mike has done a very efficient job of having our roads reclassified which increases the reimbursement dollars that the District receives.

**Action:** The Committee agreed to forward the Transportation/SSELc Secretarial Request onto the full Board and place it under “Other” for approval at the November 1, 2011, Board Meeting.

**Motion:** That the Board of School Directors approves the Transportation/SSELc Secretarial Request.

**Attachments:**

3.4a – Transportation/SSELc Secretarial Request (Public and Board)

3.5 Athletic Supplemental Contracts

**Discussion:** None.

**Action:** The Committee agreed to forward the Athletic Supplemental Contracts on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves the Athletic Supplemental Contracts.

**Attachments:**

3.5a – Athletic Supplemental Contracts (Public and Board)

3.6 Co-Curricular Supplemental Contracts

**Discussion:** None.

**Action:** The Committee agreed to forward the Co-Curricular Supplemental Contracts on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves the Co-Curricular Supplemental Contracts.

**Attachments:**

3.6a – Co-Curricular Supplemental Contracts (Public and Board)

3.7 Rental Contract

**Discussion:** The Committee would like to have the District solicitor review the contract for Struthers Theatre and bring his recommendations to the board. This year’s contract reflects an amount which is \$2,000 less than last year’s contract due to having only a week to practice versus two weeks last year. The receipts at the door completely fund the musical including substitute teacher costs, rental of the theatre and transportation costs.

**Action:** The Committee agreed to forward the Rental Contract on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves the Rental Contract.

**Attachments:**

3.7a – Rental Contract (Public and Board)

3.8 Policy Number 11501 (Gifts and Donations to the Schools) Second Reading

**Discussion:** Reinstating the awarding of plaques for sizable donations was discussed. Jim Miller stated that the current policy does include information that permits this at the discretion of the Superintendent.

**Action:** The Committee agreed to forward Policy Number 11501 (Gifts and Donations to the Schools) on to the full Board for approval at the November 14, 2011, board meeting.

**Motion:** That the Board of School Directors approves Policy Number 11501 (Gifts and Donations to the Schools).

**Attachments:**

3.8a – Policy 11501 – Gifts and Donations to the Schools Revisions (Public and Board)

3.9 Contract to Conduct Hydration Testing

**Discussion:** Jim Miller requested that this item be removed from the agenda since the District has decided to go in a different direction. Hydration testing is a function previously performed by the athletic trainers who are now assessors for the testing who will gather and input information into a database to monitor hydration rates. The District will offer the availability of individuals who can do the testing to parents and it will be up to the parents to schedule and pay for the testing. The testing is a requirement for an athlete to wrestle and there will be a small fee attached to the test.

**Action:** None.

**Motion:** None.

**Attachments:**

3.10 Permission was asked to add items between committee and the posting of the agenda on Electronic School Board. Permission was granted.

**4.0 Informational Items**

4.1 Informational Personnel Report

**Discussion:**

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.1a – Informational Report (Public and Board)

4.2 Goals Update

**Discussion:**

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.2a – Observation Counts - August/September 2011 (Public and Board)

4.3 Athletic Facility Report

**Discussion:** The report was done last Tuesday and the fields were perfect at that time. However due to weather conditions that is no longer the case. The fields are very wet and muddy. The Buildings & Grounds employees are putting a lot of work into getting the fields back into shape for this weekend.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.3a – Athletic Facility Report (Public and Board)

4.4 Athletic Schedules

**Discussion:**

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.4a – Winter Athletic Schedule by Team (Public and Board)

4.4b – Winter Athletic Schedule by Date (Public and Board)

4.4c – Winter Athletic Schedule Home (Public and Board)

4.5 Play-Off Teams

**Discussion:** Congratulations to them all.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.5a – Fall Play-Off Teams (Public and Board)

4.6 All-County Musical Junior

**Discussion:**

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.6a – All-County Musical Junior Information (Public and Board)

4.7 Athletic Trainers - Discussion

**Discussion:** In the absence of athletic trainers, there is a sizeable amount of work put upon the coaches and athletic directors. Jim Miller asked the athletic directors to put some comments together regarding any issues they are experiencing because of a lack of athletic trainers. Committee members were invited to read the comments if they wish. Jack Warner said that he supports the use of services provided by athletic trainers and believes these services are vital. He stated that the District owes it to our student athletes to find these dollars somewhere. Jim Miller said that the cost is \$106,000 for the use of two athletic trainers through Warren General Hospital. Looking at other more cost effective options for obtaining the services provided by athletic trainers was discussed. Jim Miller stated that legislation is coming or has passed requiring all coaches to have training on concussions, heat stroke, etc.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.7a – Athletic Trainer Support (Public and Board)

4.8 Other

**5.0 Other**

5.1 There was a discussion regarding the filling of an open technology position which resulted from a resignation. To date the position has been absorbed and the duties assigned to Matt Jones. Brandon Hufnagel stated that the District needs to get Matt Jones back to writing grants and the technology position needs to be filled with someone who has a technology background. The Committee would like a discussion at the November meeting as part of the Superintendent's Statement.

**6. Closing Activities**

6.1 Next Meeting Date – Monday, November 21, 2011, after the Physical Plant and Facilities Committee meeting at the Warren County Career Center.

6.2 Executive Session: None

6.3 Adjournment at 7:53 p.m.

Respectfully Submitted,

Louann English, Administrative Assistant  
Jack Werner, Chairperson  
Personnel/Athletics and Co-Curricular Activities Committee